
Retraining

You will probably remain in a job for which you are well trained. However, if the best job that can be offered is an assignment in a related field, the Corps will provide needed retraining.

ELIGIBILITY REQUIREMENTS

You are eligible for retraining if you are—

- A career or career-conditional employee.
- Transferred to a job for which you need training to perform satisfactorily.
- Interested in the job and have a related occupational skill or aptitude needed to complete the training satisfactorily and in a reasonable amount of time.

DISCUSSION

- You must be reassigned to or identified for your new job before any training is scheduled.
- You must be willing to relocate to the new job for which you are being trained.
- Training may be conducted during duty hours, nonduty hours, or both.
- Department of Defense training resources will be used when available.



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- The Job Training Partnership Act (JTPA) will provide retraining and readjustment assistance for federal employees who have lost their jobs or received a notice of separation or expected separation.
 - Assistance includes retraining for jobs outside the federal government as well as counseling, testing, and placement help.
 - The Department of Labor administers this program through the 50 states.
 - Local agencies, which vary by state, provide the services.

QUESTIONS AND ANSWERS

Who has the responsibility for retraining me—the organization I'm working for now or the office where my new job will be?

Retraining is a joint responsibility of both offices. Your old organization is responsible for getting the ball rolling. Both organizations will determine specific training needs, sources, and scheduling. During the Corps reorganization we plan to centrally fund the cost of retraining.

If I am eligible for retraining, how do I find out how and where to get help?

As the Corps reorganization is implemented, Headquarters will provide more information through your local human resources office.